



UTILITIES COMMISSION MEETING MINUTES

City of New Prague

Monday, July 29, 2024 at 3:30 PM

Power Plant - 300 East Main St

1. CALL TO ORDER

The meeting was called to order by Commission President Dan Bishop on Monday, July 29, 2024, at 3:29 p.m.

Commissioners present: Dan Bishop, Tom Ewert, Paul Busch, Chuck Nickolay, and Bruce Wolf
Staff present: GM Bruce Reimers, EOS Ken Zweber, and Finance Director Robin Pikal

2. APPROVAL OF AGENDA

Motion made by Commissioner Nickolay, seconded by Commissioner Wolf, to approve the agenda as presented. Motion carried (5-0).

3. APPROVAL OF MINUTES

a. June 24, 2024, Utilities Meeting Minutes

Motion made by Commissioner Wolf, seconded by Commissioner Busch, to approve the June minutes. Motion carried (5-0).

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$162,231.97** and the SMMPA billing of **\$528,546.50**.

Motion made by Commissioner Ewert, seconded by Commissioner Busch, to approve the SMMPA and utility bills. Motion carried (5-0).

5. FINANCIAL REPORTS

a. Investment Report

b. Financial Report

c. Water and Kilowatt Hours Sales

Motion made by Commissioner Nickolay, seconded by Commissioner Ewert, to approve the financial reports as presented. Motion carried (5-0).

6. APPROVAL OF HIRING OF BILLING SPECIALIST

a. Memo

Motion made by Commissioner Ewert, seconded by Commissioner Busch, approving the hiring of Billing Specialist Laurel Falck at Grade 9, Step 6 of the City of New Prague 2024 pay scale. Motion carried (5-0). A second motion was made by Commissioner Wolf and seconded by Commissioner Bishop approving a one-time payment to Robert Half in the amount of \$16,250 for recruiting services. Motion carried (5-0).

7. REVIEW AND APPROVAL OF POLICIES

a. Multi-Dwelling Water Meter Policy

b. Commercial Water Service Policy

GM Reimers presented two policies for approval. The first policy calls out the requirement of all multi dwelling units must have individual water meters for each unit. A motion was made by Commissioner Bishop, seconded by Commissioner Ewert, approving the Multi-Dwelling Water Meter Policy as presented. Motion carried (5-0). The commission asked that the Commercial Water Service Policy be changed to better define commercial buildings. GM Reimers stated he would consult with the city attorney or city planner to better define what is meant by commercial buildings and bring it back to the August meeting for review.

8. SMMPA BOARD OF DIRECTORS MEETING

- a. June 13, 2024
- b. July 10, 2024 (Bruce)

GM Reimers informed the commission on the following:

- SMMPA staff updated the board on the load forecast informing them that the cost of purchasing solar energy has nearly doubled in cost from 2021 estimates.
- SMMPA will be willing to cover up to 15% in added cost of the engine package if the actual cost of adding new quick start generation comes in higher than cost estimates used to develop the \$10/KW contract pricing for new member generation.
- SMMPA board approved the Austin Utilities 2050 contract extension bringing them to the same contract and dates as the other 16 members.

9. GENERAL MANAGER'S REPORT

GM Reimers reported on the following:

- Staff have been working with DGR Engineering to develop a set of bid documents for future generation that way the commission will have accurate estimates to determine future generation expansion.
- Water Operator Frank Bisek has informed management that it is his intent to retire in early 2025. GM Reimers would like to find his replacement in September or October to allow for some overlap for the new hire to learn the water operations.

10. OTHER BUSINESS

None.

11. ADJOURNMENT

Motion made by Commissioner Nickolay, seconded by Commissioner Busch, to adjourn the July 29, 2024, meeting at 4:43 p.m. Motion carried (5-0).

NEXT COMMISSION MEETING – Monday, August 26, 2024

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Bruce Reimers', written over a horizontal line.

Bruce Reimers
General Manager